

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on September 13, 2017, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street. Council members Andr  Higginbotham, Kenneth S. Watts, Kenneth G. Bunch, and Rachel A. Carton were present. Town Manager Jack Hobbs, Interim Town Manager Peter Huber, Town Attorney W. Thomas Berry, Office Manager Tracie Wright, and Clerk of Council Vicki Hunt were present.

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation given by Andr  Higginbotham.

Mayor Tuggle opened the floor for citizen comments.

Cliff Hart, Amherst, VA, came forward to thank Jack F. Hobbs for his service to the Town. Mr. Hart extended the compliments to Council he has received from citizens pertaining to sidewalks and bicycle lanes.

Tim Ware, Amherst, VA, came forward to state his appreciation to Council for their support of the AFD 100 year celebration event. Mr. Ware also thanked Mr. Hobbs for his service and shared his hopes with Council concerning their search for a Town Manager that will continue to bridge the gap between business owners and government.

Mayor Tuggle introduced and welcomed Lead Water Treatment Plant Operator Becky Cash presenting her with the Town Council pin.

Mayor Tuggle introduced Interim Town Manager Pete Huber, welcoming him to the community and presented him with the Town Council pin.

Sally Glynn, 127 Vista Drive, came forward to read the preamble to the Constitution to promote Constitution Week. Mayor Tuggle presented her with a Proclamation declaring September 13th – 17th Constitution Week in the Town of Amherst.

A duly advertised public hearing on an amendment to Article III, Section 1. (1) & (2) of the Town Charter that would, if approved, allow for staggered elections for the Town’s Mayor and Town Councilors for the Town of Amherst, was opened at 7:13 P.M.

There being no one present who wished to speak on the matter, the public hearing closed at 7:14 P.M.

Mrs. Carton made a motion that was seconded by Mr. Watts, and carried 5-0 to proceed with the adoption of an ordinance to amend Article III, Section 1. (1) & (2) of the Town Charter allowing for staggered elections for the Town’s Mayor and Town Councilors for the Town of Amherst by authorizing Town Manager to forward a certified copy of these minutes together with an affidavit of the advertised public hearing to the General Assembly of Virginia seeking to amend Article III, Section 1. (1) & (2) of the Town Charter to read as follows:

#### ARTICLE III. ADMINISTRATION AND GOVERNMENT

§ 1. (1) Mayor and councilmen as of July 1, 2018. The present mayor and councilmen of the Town of Amherst shall continue in office and exercise all the powers conferred by this charter and the general laws of the State until January 1, 2019.

(2) Staggered elections; terms of office of mayor and councilmen, composition of town council. On the Tuesday following the first Monday in November 2018, there shall be elected by the qualified voters of the Town of Amherst one elector, who shall be denominated the mayor, and five electors, who shall be denominated the councilmen of the town. The mayor and two council candidates receiving the greatest number of votes shall be elected for terms of four years, and the three town councilmen candidates receiving the next greatest number of votes shall be elected for terms of two years. An election shall be held for the three council seats first expiring on the Tuesday following the first Monday in November 2020 for four year terms. Elections thereafter shall be held on the Tuesday following the first Monday in November in even numbered years.

Messrs. Higginbotham, Bunch, Stinnett and Mrs. Carton voted “Aye.”

Suny Munk came forward on behalf Second Stage/Amherst & Cultivate Amherst to share information on “Come to the Table”, a community dinner scheduled for September 30, 2017.

By consensus Council reaffirmed a previous decision of Council of a request from Suny Munk on behalf of Second Stage Cultivate Amherst for re-installation of a portion of the refurbished ArtMeters.

Glenwood W. Burley, Richmond, Virginia, came forward to present ways in which the Town might honor former Police Chief Haney “Bobby” Mottley.

Mayor Tuggle recognized a letter from the Amherst Fire Department expressing appreciation for assistance provided by the Town of Amherst and the opportunity to hold the AFD 100 Year Celebration Event.

Mrs. Carton made a motion that was seconded by Mr. Bunch, and carried 5-0 to approve the minutes from the August 9, 2017, and August 31, 2017, meetings. Messrs. Higginbotham, Bunch, Stinnett and Mrs. Carton voted “Aye.”

Interim Town Manager Huber reported that the Town’s Planning Commission will hold a public hearing at 7:30 PM on October 4, 2017, in the Council Chambers of the Town Hall. The subject of the hearing is a proposal by Matthew Hines, on behalf of Blue Ridge Realty Holdings, to rezone 4.92 acres of land at 258 S. Main Street (TM#96A4-A-49&50 adjacent to Wells Fargo Bank), from General Residential District R-2 to Central Business District CBD.

Mr. Watts gave a report on the selection of the Interim Town Manager Huber.

Discussion on the bicycle lane ordinance was deferred to the October meeting.

Office Manager Wright reported that auditors from Davis Doyle & Hilton will present their audit of the Town’s FY17 financial records at the November meeting.

Town Manager Hobbs gave oral reports on a matter involving procurement at variance to the Town’s policy, unapproved spending and damage to Town property; a requested state police investigation into the road milling issue; and changing or reinforcing the Town’s customer work policy.

Interim Town Manager Peter Huber asked to meet individually with each council member and town staff to garner perspectives on future goals for the Town.

Town Manager Hobbs reported on a proposal that would create a conservation easement on approximately 480 acres of land on what is known as the Lloyd property just west of the Town, which could limit development of property potential in and around the Town.

Mr. Watts made a motion which was seconded by Mrs. Carton and carried 5-0 to approve a resolution honoring Town Manager Jack F. Hobbs. Messrs. Watts, Higginbotham, Stinnett and Mrs. Carton, voted "Aye." A copy of the resolution is attached and made a part of these minutes.

Mayor Tuggle reported that a meeting was held on August 31, 2017, to discuss ways to help support the Lion's Club's for the 2017 Christmas Parade at which several local community service organizations attended and agreed to help the Lion's Club by supplying their services before and during the event. The next meeting is scheduled for October 12, 2017.

Mr. Watts stated his appreciation to Town staff for their time and attention to challenging work especially during times of transition in leadership.

Mayor Tuggle opened the floor to citizen comments.

Glenwood Burley, Richmond, Virginia, came forward to offer his positive experience of having liaison relationships in the Richmond and surrounding counties.

Mr. Stinnett made the following motion, which was seconded by Mr. Higginbotham and carried 5-0 with Mrs. Carton and Messrs. Bunch, Higginbotham, Stinnett and Watts voting in favor: I move that the Town Council convene in closed session for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body per the exemption at §2.2-3711A.1 of the Code of Virginia.

At 9:04 PM, Mr. Stinnett made a motion that was seconded by Mr. Watts that the Town Council certify that to the best of each councilors' knowledge that (i) only public business matters lawfully exempted from open meeting requirements under Title 2.2, Chapter 37 and §15.2-2907 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the session. The motion passed 5-0 via the roll call method with Mrs. Carton and Mr. Bunch, Higginbotham, Stinnett and Watts voting Aye.

Mr. Higginbotham made a motion that was seconded by Mr. Stinnett to authorize the Town Attorney to negotiate, settle and authorize payment of a series of invoices submitted by Brockman Asphalt Paving. The motion passed 5-0 with Mrs. Carton and Mr. Bunch, Higginbotham, Stinnett and Watts voting Aye.

There being no further business, the meeting adjourned at 9:10 PM.

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D. Dwayne Tuggle  
Mayor

Attest: \_\_\_\_\_  
Clerk of Council

DRAFT FOR APPROVAL

**Resolution**  
**of the**  
**Town Council of the Town of Amherst**

**WHEREAS**, Jack F. Hobbs is a highly respected citizen and a long-time resident of the Town of Amherst; and

**WHEREAS**, Jack F. Hobbs was the Town Manager for the Town of Amherst from December 1, 1992, through September 13, 2017, and during that time he was a member of an array of committees and supported or represented the Town Council at numerous community, town, county, regional, and state meetings; and

**WHEREAS**, Jack F. Hobbs has served the Mayor and Council and citizens of The Town of Amherst for the past 25 years and during this time has distinguished himself and his profession through his integrity, his leadership, and his skills as a Town Manager; and

**WHEREAS**, Jack F. Hobbs has rendered loyal and dedicated service to the residents of Amherst and the surrounding area through his career in public service, civic efforts including his various positions of leadership, community involvement at his church, and civic organizations such as the Rotary Club of Amherst, Clinton Masonic Lodge and the Amherst County Chamber of Commerce; and

**WHEREAS**, Jack F. Hobbs has worked with the Mayor and Council of the Town on numerous projects that have enhanced the quality of life for our citizens, including expansion and refurbishment of the water and sewer treatment plants, installation of miles of water and sewer mains, installation and renovation of pump and water tanks, consolidating the Town of Amherst and Sweet Briar College water systems; developing the L. Barnes Brockman, Sr. Business and Industrial Park; acquisition, renovation and move to the new Town Hall; redevelopment and enhancement studies that have improved pedestrian and bicyclist convenience safety; installation of sidewalks; and, installation of beautification via urban art, streetscape landscape along Main Street and improvements to the traffic circle, and

**WHEREAS**, Jack F. Hobbs has supported the Mayor and Council's success in achieving fiscally responsible solutions to complex Town challenges; and

**WHEREAS**, Jack F. Hobbs endeavored to increase productivity through the implementation of the performance-based pay system for Town employees, systematic departmental management review processes, a tracking system to monitor the progress of priority projects and by fortifying the Town of Amherst's long- standing commitment to customer service; and

**WHEREAS**, the Town of Amherst is deeply appreciative for his many years as a dedicated public servant and active citizen; and

**WHEREAS**, the Town Council of the Town of Amherst wishes to acknowledge the services that Jack F. Hobbs has given to his community and also to express its appreciation for all that Jack F. Hobbs has done, is doing, and will probably do for years to come for the Town of Amherst;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Amherst does, on this date, acknowledge the outstanding service that Jack F. Hobbs has given to our community; and

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Amherst hereby declares that the Town of Amherst has been greatly improved as a result of Jack F. Hobbs's tenure as Town Manager for the Town of Amherst; and

**FINALLY, BE IT RESOLVED** the Clerk of the Council of the Town of Amherst is ordered to deliver an original copy of this Resolution to Jack F. Hobbs as a token of the Council's deep appreciation for his contributions to our community and that this resolution be spread upon the minute books of the Town Council of the Town of Amherst as a tribute to a

*Good Neighbor and a Friend of the Town of Amherst.*

Adopted September 13, 2017.

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Mayor Dwayne Tuggle

Attest:

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Clerk of Council